



## Terms of Reference for Consultancy to Design and Deliver Trainings on New Ways of Working for Artists and Makers Working Across East Africa

September 2020

With this ToR Hivos is seeking a consultant to:

*Design, prepare training material and deliver training for artists and makers from Kenya, Uganda, and Tanzania on the New Ways of Working in the digital era, and amidst the realities of Covid-19.*

### 1. Background

Hivos ([www.hivos.org](http://www.hivos.org)) is an international development organization guided by humanist values. Together with local partners, we aim to contribute to a free, fair and sustainable world. A world in which all citizens, women and men, have equal rights and access to opportunities and resources for development and can participate actively and equally in decision-making processes that determine their lives, their society and their future, throughout the Middle East, Africa, Asia and Latin America.

We believe that free exchange of information, space for expression, and opportunities for the active participation of citizens are essential conditions for the development of a democratic society. Hivos was one of the first international NGOs that started working on the theme of ICT for Development and has been an international frontrunner ever since. Recognizing the potential of young people (15-35) as key drivers for free expression in the 21st century, we have been able to identify and build relationships with a new generation of change agents for free expression within our unique global network in the field of culture and media. Currently, HIVOS is continuing with its long history of support to artists and makers through the Resource Of Open Minds (R.O.O.M) project. ROOM seeks to deploy creative forces in the defense of civic space through supporting a new generation of makers to produce critical content that counters hegemonic narratives in society hence generating dialogue, debate, and dissent across different socio-political issues.

In realizing the present reality of the restrictions brought by the COVID-19 pandemic and the increasing and pervasive digitality around us, Hivos would like through the support of a consultant to convene a New Ways of Working workshop to reflect on the present challenges and opportunities for creating new paths of creativity and criticality.

## 2. The Assignment

R.O.O.M (Resources of Open Minds) is a project of Hivos that supports the global creative work and projects of artists, musicians and media producers around the world. In East Africa we work in Kenya, Uganda, and Tanzania. We believe in the power of digital technologies to question dominant structures in society while appealing to a broad audience. Creatives using digital technologies challenge the dominant narratives and the status quo in society and provide alternative narratives around pressing issues in society. They strive for openness and imagine new realities around the world. At the same time, we are cognizant of the challenges and opportunities brought by the present pandemic with regards to research, feasibility activities, actual production, and post production of creative and more specifically critical content. Critical content within the context of our work means creative output across a wide range of medium not limited to music, video, film, photography, fashion, virtual and augmented reality that has bold, counter-hegemonic narratives that champions different socio-political issues.

With regards to the above, R.O.O.M would like to explore the developments around digitality and restrictions brought forth by the pandemic through the lens of history and memory on the works of artists and makers. We believe that through empowering artists and makers with knowledge and resources about how to incorporate history and memory in their work, their criticality is improved leading to better productions.

As such, the outcomes for the New Ways of Working workshop to have participants from Kenya, Uganda, and Tanzania will be as follows:

1. *Artists and makers equipped with resources and tools to better embrace digitality in the production and promotion of critical content.*
2. *Artists and makers are equipped with resources and tools capturing the importance of understanding the role of history and memory in improving criticality.*
3. *A network of artists and makers with a working knowledge of the utility of history, memory and digitality<sup>1</sup> from across Africa and MENA is established.*

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<sup>1</sup> The condition of living and operating in a digital culture

4. *Artists and makers are equipped with knowledge and tools to support their work during the COVID-19 pandemic.*

More information about the R.O.O.M program is available here: <https://east-africa.hivos.org/program/resource-of-open-minds-r-o-o-m/> The program's partners are (i) young makers (between 15 and 35 years) across all genders who are creating culture and media productions that are critical of certain aspects of society thus leading to dialogue, debate, and dissent, and (ii) the creative hubs and communities where these makers operate from. These range from studios, cafes, production houses, networks, platforms, collectives, libraries, and maker spaces. These partners will be the participants in the training.

### **3. Scope of the Assignment**

The consultant is expected to deliver the following:

- i. *A training design and module incorporating the different thematic areas highlighted above.*
- ii. *A lean facilitation team to support the lead consultant in any identified thematic areas based on the developed training module.*
- iii. *Conduct trainings as per the program developed in consultation with the Hivos team.*
- iv. *A set of resources and tools to be shared with participants to improve their knowledge around the mentioned thematic areas.*
- v. *Deliver a training report based on items i-iii above detailing recommendations for improvement of practice and criticality by makers.*

### **4. Consultant Qualifications and Experience**

- i. A minimum of 7 years' experience working in the creative and cultural industries in East Africa and beyond.
- ii. Experience designing and implementing interactive, innovative, and creative online workshops
- iii. Extensive knowledge and experience in art, culture, and freedom of expression in both online and offline contexts.
- iv. Working knowledge of the utility of history, memory, and other forms of archiving that are applicable to improving artists and makers criticality in the mentioned countries and beyond.
- v. Working knowledge on the effects of COVID-19 on the creative sector.
- vi. Demonstrated strong skills in spoken and written English and Kiswahili, and the ability to adapt writing style to diverse audiences.
- vii. Proof of similar assignments done before.

## 5. Expected Deliverables

- i. Draft design of how the consultant will conduct the workshop. (Including how they will form a team of resource persons to deliver trainings in areas they are not adept in)
- ii. Training materials to be used
- iii. Resources and tools to improve practice based on the thematic focus of the workshop.
- iv. Activity report delivered at an agreed time after the workshop.
- v. Participation in one webinar after the workshop to share the insights to a larger audience.

## 6. Duration

The duration of the actual workshop is tentatively over 5 working days but will be agreed further with the consultant based on the workshop design and modules developed.

## 7. How To Apply

All applications should be sent to the address [eastafriajobs@hivos.org](mailto:eastafriajobs@hivos.org) by 28<sup>th</sup> September 2020 5pm with the following information:

- i. Cover letter detailing your experience, why you should be contracted for this assignment, and your proposed general approach to the consultancy
- ii. CV of consultant and description of any partners or contributing institutions as appropriate.
- iii. Not more than 2 pages describing the technical proposal of how you will deliver the workshop.
- iv. Not more than 1 page describing the financial proposal of how you will deliver the workshop
- v. Examples and references of similar previous assignments delivered.

The email subject should read: **'APPLICATION FOR NEW WAYS OF WORKING CONSULTANCY.'**

**Only shortlisted candidates will be contacted.**